



राजपत्र, हिमाचल प्रदेश

हिमाचल प्रदेश राज्य शासन द्वारा प्रकाशित

शिमला बुधवार 9 नवम्बर, 2011/18 कार्तिक, 1933

हिमाचल प्रदेश सरकार

सिंचाई एवं जन स्वास्थ्य विभाग

अधिसूचना

शिमला—171002, 4 नवम्बर, 2011

संख्या सिंचाई 11-70/2010-मण्डी.—यतः हिमाचल प्रदेश के राज्यपाल को यह प्रतीत होता है कि हिमाचल प्रदेश सरकार को सरकारी व्यय पर सार्वजनिक प्रयोजन हेतु नामतः गांव कनैड़/6 तहसील सुन्दरनगर जिला मण्डी में जल भण्डारण टैंक के निर्माण हेतु भूमि ली जानी अपेक्षित है, अतएवं एतद्वारा यह घोषित किया जाता है कि निम्नलिखित विस्तृत विवरणी में वर्णित भूमि उपर्युक्त प्रयोजन के लिए अपेक्षित है।

2. भूमि अर्जन अधिनियम, 1894 की धारा 6 के उपबन्धों के अधीन सभी सम्बन्धित व्यक्तियों की सूचना के लिए घोषणा की जाती है तथा उक्त अधिनियम की धारा 7 के उपबन्धों के अधीन समाहर्ता, भू-अर्जन हिमाचल प्रदेश लोक निर्माण विभाग मण्डी, जिला मण्डी को उक्त भूमि के अर्जन के लिए आदेश लेने का एतद्वारा निर्देश दिया जाता है।

3. भूमि का रेखांक, समाहर्ता, भू-अर्जन लोक निर्माण विभाग मण्डी हिमाचल प्रदेश के कार्यालय में निरीक्षण किया जा सकता है।

विस्तृत विवरणी

जिला	तहसील	गांव	खसरा न0	क्षेत्र वीघा / विस्वा / विस्वांसी
मण्डी	सुन्दरनगर	कनैड़ / 6	1280/334/1	0- 06-04

आदेश द्वारा,
हस्ताक्षरित /—
प्रधान सचिव (सिंचाई एवं जन स्वास्थ्य)।

सिंचाई एवं जन स्वास्थ्य विभाग**अधिसूचना**

शिमला—171002, 4 नवम्बर, 2011

संख्या सिंचाई 11-71/2010-मण्डी.—यतः हिमाचल प्रदेश के राज्यपाल को यह प्रतीत होता है कि हिमाचल प्रदेश सरकार को सरकारी व्यय पर सार्वजनिक प्रयोजन हेतु नामतः गांव डुगराई/5 तहसील सुन्दरनगर जिला मण्डी में जल भण्डारण टैंक के निर्माण हेतु भूमि ली जानी अपेक्षित है, अतएवं एतद्वारा यह घोषित किया जाता है कि निम्नलिखित विस्तृत विवरणी में वर्णित भूमि उपर्युक्त प्रयोजन के लिए अपेक्षित है।

2. भूमि अर्जन अधिनियम, 1894 की धारा 6 के उपबन्धों के अधीन सभी सम्बन्धित व्यक्तियों की सूचना के लिए घोषणा की जाती है तथा उक्त अधिनियम की धारा 7 के उपबन्धों के अधीन समाहर्ता, भू-अर्जन हिमाचल प्रदेश लोक निर्माण विभाग मण्डी, जिला मण्डी को उक्त भूमि के अर्जन के लिए आदेश लेने का एतद्वारा निर्देश दिया जाता है।

3. भूमि का रेखांक, समाहर्ता, भू-अर्जन लोक निर्माण विभाग मण्डी हिमाचल प्रदेश के कार्यालय में निरीक्षण किया जा सकता है।

विस्तृत विवरणी

जिला	तहसील	गांव	खसरा न0	क्षेत्र वीघा / विस्वा / विस्वांसी
मण्डी	सुन्दरनगर	डुगराई / 5	593/1	0- 00-12
			597/1	0- 00-12
			किता-2	0- 01-04

आदेश द्वारा,
हस्ताक्षरित /—
प्रधान सचिव (सिंचाई एवं जन स्वास्थ्य)।

सिंचाई एवं जन स्वास्थ्य विभाग**अधिसूचना**

शिमला-171002, 4 नवम्बर, 2011

संख्या सिंचाई 11-75/2010-मण्डी.—यतः हिमाचल प्रदेश के राज्यपाल को यह प्रतीत होता है कि हिमाचल प्रदेश सरकार को सरकारी व्यय पर सार्वजनिक प्रयोजन हेतु नामतः गांव महादेव/10 तहसील सुन्दरनगर जिला मण्डी में उठाऊ पेयजल योजना घनोटु नौन जरलन के स्टोरेज व पम्प हाऊस के निर्माण हेतु भूमि ली जानी अपेक्षित है, अतएवं एतद्वारा यह घोषित किया जाता है कि निम्नलिखित विस्तृत विवरणी में वर्णित भूमि उपर्युक्त प्रयोजन के लिए अपेक्षित है।

2. भूमि अर्जन अधिनियम, 1894 की धारा 6 के उपबन्धों के अधीन सभी सम्बन्धित व्यक्तियों की सूचना के लिए घोषणा की जाती है तथा उक्त अधिनियम की धारा 7 के उपबन्धों के अधीन समाहर्ता, भू-अर्जन हिमाचल प्रदेश लोक निर्माण विभाग मण्डी, जिला मण्डी को उक्त भूमि के अर्जन के लिए आदेश लेने का एतद्वारा निर्देश दिया जाता है।

3. भूमि का रेखांक, समाहर्ता, भू-अर्जन लोक निर्माण विभाग मण्डी हिमाचल प्रदेश के कार्यालय में निरीक्षण किया जा सकता है।

विस्तृत विवरणी

जिला	तहसील	गांव	खसरा न०	क्षेत्र वीघा/विस्वा/विस्वांसी
मण्डी	सुन्दरनगर	महादेव/10	670/1	0-02-11

आदेश द्वारा,
हस्ताक्षरित/—
प्रधान सचिव (सिंचाई एवं जन स्वास्थ्य)।

सिंचाई एवं जन स्वास्थ्य विभाग**अधिसूचना**

शिमला-171002, 4 नवम्बर, 2011

संख्या सिंचाई 11-68/2010-हमीपुर.—यतः हिमाचल प्रदेश के राज्यपाल को यह प्रतीत होता है कि हिमाचल प्रदेश सरकार को सरकारी व्यय पर सार्वजनिक प्रयोजन हेतु नामतः गांव बड़ोह तहसील भोरंज, जिला हमीरपुर में उठाऊ पेयजल योजना बड़ोह में वाटर टैंक के निर्माण हेतु भूमि ली जानी अपेक्षित है, अतएवं एतद्वारा यह घोषित किया जाता है कि निम्नलिखित विस्तृत विवरणी में वर्णित भूमि उपर्युक्त प्रयोजन के लिए अपेक्षित है।

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3. भूमि का रेखांक, समाहर्ता, भू-अर्जन लोक निर्माण विभाग मण्डी हिमाचल प्रदेश के कार्यालय में निरीक्षण किया जा सकता है।

विस्तृत विवरणी

जिला	तहसील	गांव	खसरा न0	कनाल/मरले
हमीरपुर	भोरंज	बड़ोह	414/1	0- 09

आदेश द्वारा,
हस्ताक्षरित/—
प्रधान सचिव (सिंचाई एवं जन स्वास्थ्य)।

सिंचाई एवं जन स्वास्थ्य विभाग

अधिसूचना

शिमला-171002, 4 नवम्बर, 2011

संख्या सिंचाई 11-1/2011-हमीपुर.—यतः हिमाचल प्रदेश के राज्यपाल को यह प्रतीत होता है कि हिमाचल प्रदेश सरकार को सरकारी व्यय पर सार्वजनिक प्रयोजन के लिए नामतः गांव टीहरा, तहसील भोरंज, जिला हमीरपुर में उठाऊ पेयजल योजना व वाटर टैंक के निर्माण हेतु भूमि ली जानी अपेक्षित है, अतएवं एतद्वारा यह घोषित किया जाता है कि निम्नलिखित विस्तृत विवरणी में वर्णित भूमि उपर्युक्त प्रयोजन के लिए अपेक्षित है।

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3. भूमि का रेखांक, समाहर्ता, भू-अर्जन लोक निर्माण विभाग मण्डी हिमाचल प्रदेश के कार्यालय में निरीक्षण किया जा सकता है।

विस्तृत विवरणी

जिला	तहसील	गांव	खसरा न0	कनाल/मरले
हमीरपुर	भोरंज	टीहरा	146/1	0- 05

आदेश द्वारा,
हस्ताक्षरित/—
प्रधान सचिव (सिंचाई एवं जन स्वास्थ्य)।

LANGUAGE ART AND CULTURE DEPARTMENT**NOTIFICATION***Shimla-171002, the 22st October, 2011*

No. LCD- F (4)-7/2009.—On the recommendations of the Executive Committee of Gaiety Dramatic Society, for the smooth functioning of Gaiety Heritage Cultural Complex, the endowment Fund is hereby created with the following terms and conditions/ guidelines :-

1. Necessity.—The necessity of independent funding for the Gaiety Cultural Complex is required for having a year long calendar of events and due to government's resolve to run it as a public private partnership for raising and restoring this historic complex into a centre for Theatre, Performing Arts, Art and Literary Activities. The Gaiety Heritage Cultural Endowment Fund is being created so as to facilitate the organizing of quality performances throughout the year as well as to take effective steps for the maintenance and preservation of this historic complex for posterity.

2. The interest income from the Endowment fund will be used for charitable and philanthropic purpose with special focus on following.—(1) Revival of Theatre Movement and Folk Theatre in Shimla and Himachal Pradesh.

(2) Festivals for Theatre, Work Shops and Events for Folk and Classical Dances, Children Film Festivals.

(3) Events like Folk Festival Week, Natak- Utsav Week, Children Work shops, Theatre Work Shops for Children and amateur actors.

(4) Events associated with premiere Theatre Institutes and other Prominent Theatre Groups across the Country and invitational events associated with big Theatre personalities.

(5) Events associated with classical Artists of Repute in Vocal, Instruments and various Classical Dance Forms and Styles.

(6) Sponsored and Exchange Events with different Zonal Cultural Centers and State Department, Himachal Pradesh Art, Language, Culture Academy and other State Academies highlighting their Theatre, folk, Cultural Heritage and other traditions.

(7) Dedicated events in the memory of the Theatre personalities associated with Gaiety like Master Madan, Prithvi Raj Kapoor, Manohar Singh and others.

(8) Holding Retrospect of Films of Indian Film Legends.

(9) Holding of literary and Cultural Seminar, Conference and Workshops, Symposiums on regular basis.

(10) Exchange programme with other known Theatres Groups, Cultural Institutions and different Zonal Cultural Centers and States or collaboration of events with them.

(11) Any other event as approved by Gaiety Dramatic Society.

3. Objectives and Functions of proposed Endowment fund.—1. The broader perspective of the creation for this fund is to make Gaiety Heritage Cultural Complex, a culturally vibrant active centre of excellence of performing arts in Northern Region.

2. To establish, construct and manage independent funding source for above classified Gaiety Cultural Events through Gaiety Dramatic Society at Shimla.

3. To finance activities of charitable and philanthropic nature and work for the promotion of performing, Graphic and Fine Arts and Theatre and Cultural Activities.

4. To finance activities with endeavor to promote Art exhibitions, National and International events to be organized in this place (through out the year), which may promote tourism and may inspire Artist of the State.

5. To finance activities with endeavor to promote and organize camps, workshops and other events to promote, local arts and crafts of the State, Art Festivals/Exhibitions to be jointly organized by Gaiety and other institutions.

6. To assist the Gaiety Heritage Cultural Complex management comprising General Body and Executive Committee of Gaiety Dramatic Society to promote any activities as may be necessary for carrying out the objectives of the Society that can be helpful for making this complex overall a cultural hub and centre of Theatrical excellence.

7. To promote the involvement of Local Artists from Shimla and State to make these activities indigenous rather than out sourcing/importing them from out side.

4. Financial Structure of proposed Endowment fund.— Seed Donation shall be made by the Government of Himachal Pradesh and subsequent Donations/Contributions by other external Agencies including State and Centre Government, Autonomous bodies, Boards Corporations, Major Industries and Multinational Companies and shall be called “Fixed Capital” of Gaiety Heritage Cultural Endowment Fund.

The “Fixed Capital” so generated, shall be deposited in a Bank Account of a nationalized bank in the name of Gaiety Heritage Cultural Endowment Fund by a person authorized by the Executive Committee of the Gaiety Dramatic Society. In the shape of Fixed Deposits Receipt giving the highest yield for one year duration with renewal after every year. The Annual interest of Fixed Deposits Receipt of one year will be called the “Running Capital” and will be spent for sponsoring the Cultural Activities throughout the year without ever touching the “Fixed Capital”. “The Running Capital” will be withdrawn from the Fixed Account at the beginning of the every financial year and will be deposited in Second Saving Account called “Running Saving Account” in the name of Gaiety Dramatic Society in any Nationalized Bank approved by Executive Committee of Gaiety Dramatic Society. The financing/sponsoring of the Gaiety Events will be done through this Running Saving Account. The transaction and operations in both these accounts will be done by the authority authorized by Gaiety Dramatic Society.

To make this Endowment fund functional & operational from an interest free repayable loan of ₹ 5 Lacs will be credited into the “Running Saving Account” of Gaiety Heritage Cultural Endowment Fund from the current saving account of Gaiety Dramatic Society. This amount of ₹ 5 Lacs will be repaid in 10 annual Installment of ₹ 50,000-00 each from “Running Saving Account” starting from 1st April 2011.

State Contribution of ₹ 50 lakh as Basic Seed donation for the Gaiety Heritage Cultural Endowment Fund has been granted with the following conditions.

- (i) That the income from the fund shall not be utilized to hire any staff or to do any recruitment.

- (ii) The State Contribution of ₹ 50 lakh as Basic Seed donation for Endowment fund would be returned back to the State Government in Ten equal installments, after a period of 3 years. In the mean time, the Society will replenish the Endowment Fund from other sources so as to be in a position to return the State Government Contribution @ of ₹ 5 lakh (Five Lakh) per annum after three years.

5. Financial Management of proposed Endowment fund.—(1) The Gaiety Heritage Cultural Endowment Fund will be established with the Basic Seed Donation of ₹ 1.00 Crore from Government of Himachal Pradesh.

(2) Like other funds received by the Gaiety Dramatic Society, the different constituents of Gaiety Heritage Cultural Endowment Fund comprising “Fixed Capital” and “The Running apital as well as Fixed Account and Running Saving Account” will be the property of Gaiety Dramatic Society. Accordingly, the Gaiety Dramatic Society through the General Body and Executive Committee will be the overall custodian for administration and managing of the Gaiety Heritage Cultural Endowment Fund in all aspects including receipt and expenditure and programming of the events.

(3) The Treasurer of the Gaiety Dramatic Society or any authority authorized by Gaiety ramatic Society will also be the Treasurer of the Gaiety Heritage Cultural Endowment Fund in all aspects including receipt and expenditure.

(4) The Gaiety Dramatic Society on behalf of Gaiety Heritage Cultural Endowment Fund will receive all the Donations/Contributions from the external Agencies and deposit the same in Fixed Account to enhance the “Fixed Capital” of Gaiety Heritage Cultural Endowment Fund. The Gaiety Dramatic Society will make endeavor to provide income tax rebate to the external Agencies offering these Donations/Contributions to Gaiety Heritage Cultural Endowment Fund.

(5) On behalf of Gaiety Heritage Cultural Endowment Fund, the Gaiety Dramatic Society will have all the rights to receive and generate additional resources through other grants, donations and funds in cash or kind for the promotion of fund.

(6) All the funds/Donations for the Gaiety Heritage Cultural Endowment Fund from all the Agencies/Sources comprising “Fixed Capital” and “Running Capital” will be maintained in a Double Accounts namely Fixed Account and Running Saving Account of Gaiety Heritage Cultural Endowment Fund Accounts.

(7) A transparent accounting procedure through Cash Books, Ledgers etc. shall be maintained for these Fixed Account and Running Saving Account of Gaiety Heritage Cultural Endowment Fund.

(8) A standard double entry system for Cash Book duly checked and signed by Treasure of Gaiety Heritage Cultural Endowment Fund (Treasurer of Gaiety Dramatic Society or any authority authorized by Gaiety Dramatic Society) shall be followed for these accounts.

(9) All receipts shall be deposited in a Nationalized Bank under different accounts for the purposes.

(10) A resolution in the General Body/Executive Committee of Gaiety Dramatic Society shall have to be passed regarding the use of “Running Capital” on the funds received for the Gaiety Heritage Cultural Endowment Fund.

(11) All withdrawals shall be made through cheque from these Fixed Account and Running Saving Account.

(12) Treasurer of Gaiety Dramatic Society or any authority authorized by Gaiety Dramatic Society being the Treasure of Gaiety Heritage Cultural Endowment Fund shall sign all cheque of all amounts as decided in the meeting of the General Body. The annual budget/Programme Schedule of the events/activities of Gaiety Theatre to be financed through Gaiety Heritage Cultural Endowment Fund shall be prepared by the Member Secretary of the Gaiety Dramatic Society and submitted to the Executive Committee for approval, and further recommendation to be presented to the General Body.

(13) The monthly and quarterly Account Statements as and when required by any Donor/Agency shall be prepared by the Treasures of the Gaiety Heritage Cultural Endowment Fund and made available to them as and when required.

(14) Separate utilization certificates shall be prepared by the Treasure of the Gaiety Heritage Cultural Endowment Fund for grants received from the GOI and other sources and shall be sent to the concerned as and when required by them.

6. Audit of proposed Endowment fund.—(i) The accounts of the Gaiety Heritage Cultural Endowment Fund shall be audited by a Chartered Accountant to be appointed by Executive Committee of the Gaiety Dramatic Society.

(ii) A copy of the Audit Report duly signed by the Auditor, Chairman or Vice Chairman and Member Secretary of the General Body of Gaiety Dramatic Society shall be furnished to the Government of Himachal Pradesh, if so, required by the specified date.

(iii) The comptroller and Auditor General of Himachal Pradesh shall have the same right, Privileges and authority to conduct audit of the accounts of the Gaiety Heritage Cultural Endowment Fund as he has in connection with the audit of the Government accounts and for this purpose shall have the right to demand the production of accounts and other relevant records of the Gaiety Heritage Cultural Endowment Fund through Gaiety Dramatic Society.

7. General Terms and Conditions.—1. Although being a separate entity, the Gaiety Heritage Cultural Endowment Fund will be totally possessed, controlled and governed by Gaiety Dramatic Society through following authorities with composition as specified in constitution of Society.

1. General Body.
2. Executive Committee.

2. The Gaiety Heritage Cultural Endowment Fund being in jurisdiction and ambit of Gaiety Dramatic Society for all purposes, General Body and Executive Committee of Gaiety Dramatic Society will have all indemnity rights to prepare/change by-laws/policy/operational change/reform proposals for The Gaiety Heritage Cultural Endowment Fund.

3. Gaiety Heritage Cultural Endowment Fund being in the domain of Gaiety Dramatic Society for all reasons and circumstances, Functions and Powers of the General Body and Executive Committee, duties and Task defined and delegated to General Body and Executive Committee, defined and delegated Powers of the office bearers as well as relevant bye-laws as per the approved constitution of Gaiety Dramatic Society as stated in the Annexure-A wherever feasible will be applicable to Gaiety Heritage Cultural Endowment Fund in all aspects.

4. The Gaiety Dramatic Society on behalf of the Gaiety Heritage Cultural Endowment Fund will have all the powers to make rules regulations for managing the affairs of the fund and to amend or modify these from to time in the interest of the working of the fund.

5. No portion of the income and property of “Fixed Capital” and “Running Capital” of the Gaiety Heritage Cultural Endowment Fund shall be paid or transferred directly or indirectly by way of dividends bonus or profits to any person or organization.

6. In the event of winding up or dissolution of the Gaiety Heritage Cultural Endowment Fund and after the satisfactory netting of the liabilities, all remaining assets shall not be paid to or distributed among the members of Gaiety Dramatic Society but shall be disposed of in such a manner as the State Government may determine.

8. Sanctioning of Projects/Activities for the Gaiety Events under this Finance Mechanism of proposed Endowment fund.—For Sanctioning of funding for Projects/Activities for the Gaiety Events under this Finance Mechanism to be sponsored through Gaiety Heritage Cultural Endowment Fund, the Sanctioning limit will be as under:—

1. Financing up to ₹ 5-00 lacs of expenditure involved with Projects/Activities will be approved after ascertaining the Content and Quality by a sub-committee comprising Principal Secretary (LAC) as Chairman and Director (LAC) & Director (IPR) as member
2. Financing between ₹ 5.00 Lacs and up to ₹ 10.00 lacs of expenditure involved with Projects/Activities will be approved after ascertaining the Content and Quality by a committee comprising worthy Chief Secretary as Chairman and Principal Secretary(LAC), Director (LAC) & Director(IPR) as member.
3. Financing above ₹ 10-00 lacs of expenditure involved with Projects/Activities will be approved after ascertaining the Content and Quality by Executive Committee of Gaiety Dramatic Society.

9. Duties of the Treasurer and the designated process of withdrawal from proposed Endowment fund is defined as under.—Director (Language, Art and Culture) shall be the “Treasurer” of the Gaiety Heritage Cultural Endowment Fund and shall take the Charge of all the money from any source and shall make payments according to the instruction of the General Body/Executive Committee issued under the signature of the Chairman. He/She shall sign the Cash books of “Fixed Capital” and “Running Capital” in token of its correctness and produce the Cash balance whenever called upon to do so by the chairman.

1. Only the Treasurer of the Gaiety Heritage Cultural Endowment Fund shall singularly sign all cheques for making all external payments from Running Saving Account after the prior/ ex-post facto approval of Vice Chairman of the Executive Committee(Principal Secretary/Secretary) (LAC) up to amount of ₹ 5,00,000-00 (Five Lac).
2. Only the Treasurer of the Gaiety Heritage Cultural Endowment Fund shall singularly sign all cheques for making all external payments from Running Saving Account after the prior/ ex-post facto approval of Chairman of the Executive Committee (Worthy Chief Secretary) above the amount of ₹ 5,00,000. 00(Five Lac) and up to ₹ 10,00,000.00 (Ten Lac).
3. Only the Treasurer of the Gaiety Heritage Cultural Endowment Fund shall singularly sign all cheques for making all external payments from Running Saving Account after the prior/ex-post facto approval of Chairman of the General

Body(Hon'ble Chief Minister) above all the amounts exceeding ₹ 10,00,000.00 (Ten Lac).

4. However, proper prior administrative approval from the relevant competent Government authority depending upon the Transactional amount will be sought by Treasurer of the Gaiety Heritage Cultural Endowment Fund for making all external payments from Running Saving Account of all amounts.
5. The sanctioning of the expenditure involved with the cultural events for TA/DA, Boarding & Lodging shall be in accordance with the notifications issued by the finance department of the Government of Himachal Pradesh or as shall be approved from time to time by the General body/Executive Committee of the Gaiety Dramatic Society. Performance fees, Production Costs comprising Set Material, Stage Properties, Costumes, Make up will be institutionalized by the General body/ Executive Committee of the Gaiety Dramatic Society.
6. The benchmark or reference of fixing/institutionalizing of these expenditure as stated above will be conceived, regulated and reviewed as per the decisions/notifications of the Government of Himachal Pradesh /any prestigious cultural institute of national stature as well as approved by the General body/ Executive Committee of the Gaiety Dramatic Society.

By order,
MANISHA NANDA.
Pr. Secretary (LAC).

Annexure-A

A. Meeting of General Body:—

- (i) The General Body shall meet at least once in a financial year.
- (ii) The General Body shall give notice of, at least two weeks to the members informing them of the date, time, venue and agenda of the meeting.
- (iii) The General Body shall convene an extraordinary meeting, if so required, for which the above mentioned clause shall not be applicable.
- (iv) The annual general meeting of the General Body shall be held at such date, venue and time as may be determined by the Chairman.
- (v) One-third members of the General Body present in person shall form a quorum.
- (vi) The Chairman may invite any person(s) other than a member to attend a meeting of General Body but such invitee(s) shall not be entitled to vote.
- (vii) Where for any reason it is not possible for the General Body to meet, the Executive Committee may perform any business under the purview of the General Body after the approval of the Chairman of the General Body, provided that the ex-post facto approval of the General Body shall be obtained in its next meeting.
- (viii) The proceedings of the business conducted in the Meeting shall be got approved from the Chairman by the Member Secretary and circulated to all the Member immediately after meeting.

B. Functions and Powers of the General Body:—

- (i) To observe the provisions of these Rules and such instructions of the Government of Himachal Pradesh as are issued.

- (ii) To exercise general control and issue such directions and approve such rules as may be necessary for the efficient management and administration of the affairs of the Society as may be necessary.
- (iii) To approve or direct to modify the annual budget as presented by the Executive Committee.
- (iv) To add, amend, or rescind any rules/ by laws of the Society.
- (v) To perform such other functions as are decided by the Body or entrusted to it by the Himachal Pradesh Government.
- (vi) To delegate financial powers and to approve rules there of.

C. Tasks of the Executive Committee:—

- (i) To manage the day to day affairs of the Society including preparation of Agenda notes and summary record of discussions of the General Body meetings.
- (ii) To monitor the implementation of the General Body decisions.
- (iii) To prepare 'TORs' for technical expert/agencies to be hired from time to time and get these approved by the General Body.
- (iv) To prepare by laws/policy/operational change/reform proposals for approval of the General Body.
- (v) To meet whenever need be but not less than once in three months to oversee the functioning of the Society.
- (vi) To take immediate decisions if need be and then get approved in the subsequent meeting of the General Body.
- (vii) To receive, have custody of and deal with the funds and moneys of the Society.
- (viii) Sue, defend all legal proceedings on behalf of the Society.
- (ix) To prepare the annual budget estimates of the Society and to submit the same before the General Body.
- (x) to delegate, by making a resolution, to its Chairman, to the Director or any other officer of LAC, such of its powers for the conduct of business as it may deem fit, subject, if deemed necessary to the condition that the action taken by its own Chairman, the Director or other Officer under the powers so delegated shall be subject to confirmation at the next meeting of Executive Committee.
- (xi) To open bank account & operate the society transactions.
- (xii) To appoint Chartered Accountant /Audit party for proper maintenance of account.

D. Powers of the office bearers:—

1. The Chairman of General body.

- (i) The Chairman shall preside over each meeting of the General Body/Executive Committee.
- (ii) The Chairman shall give date and time convenient to him for holding the meeting of the Body or Executive Committee when the Member Secretary of the Committee concerned approaches him.
- (iii) The Chairman shall approve and sign the proceedings of the meetings of the body or Committee concerned.
- (iv) When a resolution is put to vote and the votes are equal, he shall have a casting vote.
- (v) He shall have general supervision over the affairs of the Society.

E. Vice-Chairman:—

In the absence of Chairman in meeting he shall exercise the powers of Chairman.

F. Member Secretary:—

- (i) Member Secretary of the General body shall be responsible for planning Implementing and monitoring of the activities of the Society.
- (ii) The Member Secretary of the General Body shall maintain liaison with the State Department of Language and Culture, the Government of India, the Academies at the State and the Central level and also the donor(s) or donor agencies.
- (iii) The Member Secretary of the Executive Committee shall be the office manager and the bursar of the society.
- (iv) To summon and attend meetings of General Body and Executive Committee.
- (v) To keep all accounts and registers up to date.
- (vi) To prepare and maintain documents, vouchers required in the working of the Society.
- (vii) To prepare and place before the General body, the inspection, audit and annual report of the Society.
- (viii) To incur contingent expenditure within the limits, if any, fixed by the General body/ Executive Committee.
- (ix) To perform all other duties and to supply all information required by the Chairman, General Body and Executive Committee.

G. Treasurer:—

The Treasure shall take charge of all money received by the Society from any source and shall make payments according to the instructions of the General body issued under the signatures of the Chairman. He/she shall sign the Cash Book in token of its correctness and produce the cash balance whenever called upon to do so by the Chairman. To sign cheques on behalf of the society.

H. Members:—

- (i) The member(s) shall as far as possible attend all meetings of the Body/Committee;
- (ii) The Member(s) shall express their honest opinion at the time of deliberations of meeting;
- (iii) The Member(s) may at an appropriate time give in writing any item to be included in Agenda of the Body/Committee to the Member Secretary of the concerned Body.
- (iv) A part from the initial members mentioned here, new members can be made who have similar interest as the objectives of the society. The G.B. shall frame rules for admission of new members against membership fee.

I. Meeting of the Executive Committee:—

- (i) The Executive Committee shall meet as often as is deemed necessary but not less than once in three months.
- (ii) Incase of dispute, the decision shall be taken by a majority vote with powers of casting vote resting with the Chairman.
- (iii) The proceedings of the business conducted in the Meeting shall be got approved from the Chairman by the Member Secretary and circulated to all the members immediately after Meeting.